

EXHIBIT 10-A2

HOME Monitoring Checklist	LABOR STANDARDS
Grantee Name:	Contract Number:
HOME Program Officer:	Date:

This form will be completed only when Davis-Bacon regulations apply, i.e. when a project has 12 or more HOME-assisted units.

QUESTIONS	ANSWER		NOTES
	Y	N	
A. PREPARING TO PERFORM A REVIEW			
1. Has the name and phone number of the current LSO been submitted?			
2. Have any labor standards violations been detected: a. If yes, were remedial actions taken? b. Were worker complaints handled and resolved in a timely manner? c. Is proper documentation in project files?			
B. PRECONSTRUCTION DOCUMENTATION			
1. Are required pre-construction documents in project case file: a. Invitation for Bids, with labor standards provisions and wage rate determinations? b. Ten-day call verification			
2. Have contractors submitted weekly, signed payrolls? a. Does the grantee maintain evidence that it reviewed the payrolls?			
3. Has LSO conducted employee interviews? a. Are Records of Employee Interviews in the files? b. Were a representative number of labor categories covered?			
4. Did the grantee conduct on-site inspections and place evidence of such in the case files?			